

OTR 78-8674

17 OCT 1978

MEMORANDUM FOR: Director of Communications

FROM: Harry E. Fitzwater
Director of Training

SUBJECT: Establishment of a Training Program in
Cable Preparation (U)

REFERENCE: Memo to DTR from D/CO, dated 2 Oct 78,
Same Subject

1. (U/AIUO) The Administrative Procedures Course includes one day devoted to the mechanics of cable preparation. We believe the instructor covers all the prerequisites for proper use of the Optical Character Reader (OCR) equipment. The specific problems indicated in your memorandum are dealt with in lectures and practical exercises. One of the course instructors recently spent several days with the Cable Secretariat and at an operational desk to assure that our instruction is both current and accurate.

2. (U/AIUO) [redacted], who has responsibility for the Administrative Procedures Course, will contact [redacted] of your office to discuss this problem.

[redacted]
Harry E. Fitzwater

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